



CITY OF HOUSTON

# Job Posting

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1	<b>Applications accepted from:</b>	ALL PERSONS INTERESTED
2	<b>Job Classification</b>	ENGINEER
3	<b>Posting Number</b>	PN# 102339
4	<b>Department</b>	Department of Public Works & Engineering
5	<b>Division</b>	Public Utilities
6	<b>Section</b>	Wastewater Operations Branch
7	<b>Reporting Location</b>	611 Walker*
8	<b>Workdays &amp; Hours</b>	M - F, 7:30 a.m. – 4:30 p.m.*
		*Subject to change
9	<b><u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u></b>	
	Supervises and coordinates a variety of engineering activities and personnel to identify, evaluate, manage, and rehabilitate wastewater collection and treatment facilities. Provides technical guidance and training to staff. Gathers and interprets data. Prepares correspondence, reports, procedural guidelines, and schedules. Interfaces with departments, consultants, regulatory agencies, and the general public to address inquiries. Coordinates special projects. Conducts on-site field inspections and investigations. Interprets codes and regulations. Reviews and monitors work activities performed by external consultants. Prepares permit applications. Analyzes work processes, and implements improvements.	
10	<b><u>WORKING CONDITIONS</u></b>	
	During site visits, there will be exposure to less-than-optimal temperatures and air conditions; standing, walking, climbing stairs, and negotiating field hazards will be necessary.	
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b>	
	Civil/Environmental Engineer registered as a Professional Engineer in the State of Texas.	
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b>	
	Requires four (4) years of active practice in design and construction.	
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b>	
	Requires registration as a Professional Engineer in the State of Texas. Requires a valid Texas Driver's License, and compliance with the City of Houston's policy on driving. (AP 2-2).	
14	<b><u>PREFERENCES</u></b>	
	Preference will be given to applicants who have prepared permit applications for major amendments to municipal wastewater treatment plants.	
15	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b> None	
	However, the Department may administer a skill assessment evaluation.	
16	<b><u>SAFETY IMPACT POSITION</u></b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	If yes, this position is subject to random drug testing and, if a promotional position, candidate must pass an assignment drug test.	
17	<b><u>SALARY INFORMATION</u></b>	
	Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:	
	<div>Salary Range - Pay Grade 26</div> <div>\$1,587- \$2,203 Biweekly      \$41,262 - \$57,278 Annually</div>	
18	<b><u>OPENING DATE</u></b>	January 12, 2005
19	<b><u>CLOSING DATE</u></b>	Open Until Filled
20	<b><u>APPLICATION PROCEDURES</u></b>	
	Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. Successful candidates will be notified of their application status. <b>All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. Our T.D.D (Telephone Device for the Deaf) Phone Number is 713 837-9496.</b>	
	An equal opportunity employer	